

Williamstown Borough Authority Meeting Minutes

March 6th, 2024

Williamstown Borough Authority met March 6th, 2024 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Vice Chairman Jack Schaeffer Jr, Mark Challenger Jr., Solicitor Joe Kerwin, Secretary Rikki Kasper, Operations Manager Shane Zellers. Absent was Dale Edinger and Lee Moss.

The meeting was called to order at 7:00pm. The Pledge of Allegiance to the Flag was recited. The minutes from the February 7th, 2024 meeting were reviewed and approved as written.

Citizens: None.

Grant Updates- Schaeffer Jr submitted the invoice to county and county sent check to Exeter Supply. The equipment still has to arrive. (Camera, Jetter, Line Locater, and Leak Detector). New grants are coming out. The Authority will put in for (12) hydrants, 5 of which are needed right away. We are waiting for hear about the control panel.

Solicitor- The owner of the catholic church cannot subdivide the property with only one meter. He will need 2 water lines in order to subdivide, which is a lot of work to do. The rectory will be billed separately than the church, as it is 2 units.

Manager's Report- Reviewed. Shank Doors will perform work on April 16th. There is a conference 2 days before the WW Test that Shane and Brian will attend. The cost is \$200/person. The test will take place on the 22nd of March.

Correspondence:

- The bank reconciliations for the month of January were reviewed by Schaeffer.
- McNeal payment plan was sent and waiting on a response from McNeal.
- Chairman Denkovich informed Shane that he noticed the sewer gate was open. Shane stated that it has to be let open sometimes for sampling to take place, but to let him know if it is open so he can double check.

New Business:

- 3 quotes were received for a vehicle replacement for Authority. They will be reviewed and discussed next meeting.

Delinquent Report- Reviewed.

Bills & Payroll: *Motion by: Jack Schaeffer Jr, to approve timesheets. 2nd by Mark Challenger Jr. - Motion Carried. Motion by: Mark Challenger, to pay bills. 2nd by Jack Schaeffer -Motion Carried.*

Adjournment- *The meeting adjourned at 7:41 PM on the motion of Jack Schaeffer and Dale Edinger.*

NEXT MEETING WEDNESDAY, May 1st, 2024

"This institution is an equal opportunity provider and employer."